

Salton Sea Authority Ad Hoc Committees

Assignments Effective: **April 2015**

The SSA JPA states; “The Commission or the Chairman may establish such committees as from time to time are deemed necessary as good for the Authority.”

- ❖ **Executive:** Chair - President Benoit, Vice-President Kelley
 - Review compensation of employees.
 - Review policies and procedure as requested by staff.
 - Review legislative proposals (Federal/State platforms).
 - Review new programs and projects being initiated by staff.
 - Confer with General Manager regarding general activities of the Authority, as required.
- ❖ **Finance:** Chair – Treasurer O’Dowd, members Vice-President Kelley, Ashley.
 - Review the budget (proposed and current mid-year and yearly)
 - Periodic review of bank statements, accounts payable and receivable, etc., and insurance and contractual commitments.
 - Review procedures and practices of accounting.
 - Review of audits and reports.
- ❖ **Personnel:** Chair - Secretary Dessert, members President Benoit and Tortez
 - Review employee compensation and contractual commitments, such as fringe benefits, etc.
 - Review and suggest alternative solutions to employee disciplinary requirements – as requested by Board and General Manager.
 - Review job descriptions and employee needs and review with the General Manager and Board.
 - Review updated employee manual and procedures.
- ❖ **Projects Committee:** Chair - President Benoit, members, Vice-Chair Kelley, members Hanks, Estrada
 - Ongoing Review of current projects including their status, pending contracts or identified issues of concern.
 - As requested or appropriate, attend outside meetings.
 - Review and advise staff of member agencies of the impacts Authority projects may have in relation to member agencies’ programs and operations.